

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Deputy Inspector General

EXTENSION

NO.

DATE

24 February 1976

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Associate Deputy Director for Administration

3/24 B

2.

3.

OL/LSD

2/26/76

What light can you shed?

4.

EO/DDA
7D18 Hdqs.

1 MAR 1976

STATINT

5.

A/DDA

1 MAR 1976

6.

DDA

1 MAR 1976

Acting EO-DDA
24 FEB 1976

7.

EO/DDA

8.

Just 6/6 to 3/11!

9.

10.

1 MAR 1976

11.

12.

File:

3/4/76

STATINTL

13.

STATINTL

discussed with Dr. Chamberlain

STATINT

15.

SDO and GSA supervisor made rounds - caught an FPO sleeping in IG area.

76/0877

INSPECTOR GENERAL

76-0413

24 February 1976

MEMORANDUM FOR: Associate Deputy Director for Administration

SUBJECT : Use of Inspector General Offices by
Night Force

1. For the last several months, from time to time, the offices of the Inspector General appear to have been used by the night force in the Agency for a private gathering place. Empty ashtrays fill up and food containers are deposited in the wastepaper baskets. Some of the doors (which were left unlocked at normal closing time) were found locked in the morning, suggesting that all the doors were locked against others at some point during the evening. Some pieces of minor office equipment have been missing from time to time, most recently a staple remover from my desk drawer, and a light bulb from a table lamp. Candy has been removed from desk drawers, as well as items from a small refrigerator.

2. We have no way of knowing whether it is the char force, the guards, or others who use our space, but it probably is a matter of interest to management to determine who it is and what use is being made of this office space during duty hours.

STATINTL

Don-

Deputy Inspector General

ADMINISTRATIVE - INTERNAL USE ONLY

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1. Associate Deputy Director for Administration	2/24	B	
2.			
3. OL/LSD	266/76	W	What light can you shed?
4. EO/DDA 7D18 Hdqs.			
5.		STATINTL	
6.			Acting EO/DDA 24 FEB 1976
7.			3 to 4:
8.			LSD has on occasion received similar complaints on which we have passed on to GSA for resolution. We are not in a position (an power wise) to monitor the activities of the chair or staff force in our buildings. We will pass this complaint to GSA for resolution. We will also request the Security Duty Officer to ask the roving FPO's to make a check to ascertain who is using the offices.
9.			
10.			
11.			
12.		STATINTL	
13.			
14.			
15.			